



COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
OPEN COMPETITIVE JOB OPPORTUNITY



THIS ANNOUNCEMENT IS A REBULLETIN TO CORRECT THE MINIMUM REQUIREMENTS AND TO CHANGE TO SELECTION REQUIREMENTS. THIS REBULLETIN SUPERSEDES BULLETIN NUMBER PH-2006-15:ER POSTED NOVEMBER 17, 2006 WITH AN ORIGINAL FILING DATE OF FEBRUARY 25, 2000. PERSONS WHO HAVE ALREADY APPLIED NEED NOT REAPPLY, BUT MAY SUBMIT ADDITIONAL INFORMATION IF THEY WISH. THE INFORMATION MUST INCLUDE THE CORRECT EXAMINATION TITLE AND EXAMINATION NUMBER.

Bulletin No. PH-2006-31:ER

Posting Date: January 23, 2007

JOB TITLE	<u>ENVIRONMENTAL HEALTH TECHNICIAN</u>
EXAM NUMBER	PH5668A
FILING DATES	February 25, 2000 until needs are met
SALARY	\$2,493.00 - \$3,087.73 MONTHLY
POSITION INFORMATION	Under supervision, assists Environmental Health Specialists in performing routine tasks associated with the inspection and enforcement of environmental health and consumer protection laws.
ESSENTIAL JOB FUNCTIONS	Conducts surveys of food establishments and housing, and inventories, reviews, Treasurer Tax Collector documents in order to initiate the permit and license processes; collects revoked or invalid licenses and permits; conducts routine complaint investigations such as mosquitos, trash, stables, and vacant lot problems; issues orders to clean up if required; conducts inspections of laundries to ensure proper permits are exhibited and health standards are met; assists Environmental Health Specialists in routine environmental inspections of food establishments; inspects restrooms and trash facilities, relating findings to an Environmental Health Specialist; performs initial surveys for rodent presence; assists property owners in planning controls; assist in routine inspections by monitoring equipment used to determine levels of noise, dust, carbon monoxide, formaldehyde and illumination; conducts inspections of garment design rooms, issuing orders to correct violations as required; conducts required communicable disease control live mosquito trapping and collects samples; assists in the trapping of rodents, placing and maintaining dusting stations, and applying pesticides under supervision.
SELECTION REQUIREMENTS	Completion of 12 semester units or the quarter unit equivalent in Chemistry, Zoology, Microbiology, or Biology from an accredited* four-year college or university. Physical Class: 3 - Moderate: Includes standing or walking most of the time, with bending, stooping, squatting, twisting, and reaching; includes working on irregular surfaces, occasionally lifting objects weighting over 25 pounds, and frequent lifting of 10-25 pounds. Licenses: A valid California Class C Driver License is required to carry out job-related essential functions. Special Requirement Information: Successful applicants for this position will be

Department of Public Health: Address: 5555 Ferguson Drive, Suite 200-01, City of Commerce, CA 90022
24-Hour Job Line: (800)970-LIST; TTY Phone: (213) 974-0911

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required to obtain a copy of his/her driving record from the California State Department of Motor Vehicles before being appointed. A copy of your driving record must be presented at the time of your appointment. License must not be suspended, restricted, or revoked. **AN APPLICANT WHOSE DRIVING RECORD SHOWS FOUR OR MORE MOVING VIOLATIONS WITHIN THE LAST TWO YEARS WILL NOT BE APPOINTED.**

*Accredited institutions are those listed in the publications of regional, national or international accrediting agencies which are accepted by the Department of Human Resources. Publications such as **American Universities and Colleges** and **International Handbook of Universities** are acceptable references. Also acceptable, if appropriate, are transcripts that have been evaluated and deemed to be equivalent to transcripts from United States accredited institutions by an academic credential evaluation agency recognized by **The National Association of Credential Evaluation Services.**

A copy of your official college transcripts must be submitted with your application at the time of filing.

SPECIAL INFORMATION

Shift: Day: 8:00a.m. - 5:00p.m.
Appointees may be required to work any shift including evenings, nights, weekends and holidays.

VACANCY INFORMATION

The resulting eligible register is used to fill vacancies within Public Health Programs and Services, Environmental Health Division.

EXAMINATION CONTENT

This examination will consist of an interview weighted 100%. The interview will cover training, experience, personal fitness and general ability to perform the duties of the position.

Candidates must achieve a passing score of 70% or higher on the interview in order to be placed on the eligible register.

ELIGIBILITY INFORMATION

The names of candidates receiving a passing grade on the examination will be added to the Eligible Register and, unless appointed, will appear in the order of their score group for a period of at least twelve (12) months following the date of eligibility. No person may compete in this examination more than once every twelve (12) months.

***** IMPORTANT INFORMATION *****

APPLICATION INFORMATION

Applicants must file the standard County of Los Angeles Employment Application between the hours of 8:00 a.m. and 5:00 p.m.at the specified location. Applications filed at any other County locations will not be accepted unless they are received at the specified location within the filing period. This examination will remain open until the needs of the service are met and may close without advance notice.

The acceptance of your application depends on whether or not you have clearly shown that you meet the Selection Requirements. Please fill out your application completely and correctly so that you will receive full credit for your related education and experience. In the space provided for education, include the names and addresses of schools/colleges attended, titles of courses completed, dates completed and number of credits earned, college units earned, degree(s) earned, dates completed and specialized field of study. For each job held, give the name and address of your employer, your job title, beginning and ending dates, description of work performed and salary earned. Attach an additional page to your application, if necessary, to describe fully your related education and experience. All information supplied by applicants is subject to verification. Applications may be rejected at any stage of the selection process.

**DISABILITY
ACCOMMODATIONS**

Submit completed application and any required supplemental (if any) in person or by U.S. Mail to the following address:

Department of Health Services
5555 Ferguson Drive, Room 200-01
Commerce, CA 90022
(323) 890-8488

Americans with Disabilities Act of 1990: All positions are open to qualified men and women. Pursuant to the Americans with Disabilities Act of 1990, persons with disabilities who believe they need reasonable accommodation, or help in order to apply for a position, may contact the ADA coordinator at (323) 890-5466.

Contact the Coordinator of Personnel Services for Disabled Persons by calling (323) 890-5466. Hearing impaired applicants with telephone teletype equipment may leave messages by calling (213) 974-0911 . The County will attempt to meet reasonable accommodation requests whenever possible.

**AN EQUAL
OPPORTUNITY
EMPLOYER**

Equal Employment Opportunity: It is the policy of the County of Los Angeles to provide equal employment opportunity for all qualified persons, regardless of race, religion, sex, national origin, age, sexual orientation, or disability.

**CHILD SUPPORT
COMPLIANCE**

Los Angeles County Child Support Compliance Program: In an effort to improve compliance with court-ordered child, family and spousal support obligations, certain employment and identification information (i.e., name, address, Social Security number and date of hire) is regularly reported to the State Directory of New Hires which may assist in locating persons who owe these obligations. Family Code Section 17512 permits under certain circumstances for additional employment and identifying information to be requested. Applicants will not be disqualified from employment based on this information.

**VETERAN'S
CREDIT**

VETERANS' PREFERENCE CREDIT of 10 points will be added to the final passing grade in any open competitive examination if you are an honorably discharged veteran who served in the Armed Forces of the United States:

- During a declared war; or
- During the period April 28, 1952 through July 1, 1955; or
- For more than 180 consecutive days, other than for training, any part of which occurred after January 31, 1955, and before October 15, 1976; or
- In a campaign or expedition for which a campaign medal or expeditionary medal has been authorized and awarded.

This also applies to the spouse of such person who, while engaged in such service was wounded, disabled or crippled and thereby permanently prevented from engaging in any remunerative occupation, and also to the widow or widower of any such person who died or was killed while in such service. A DD214, Certificate of Discharge or Separation from Active Duty, or other official documents issued by the branch of service are required as verification of eligibility for Veterans' preference. If you are unable to provide any documentation at the time of filing, the 10 points will be withheld until such time as it is provided.

**EMPLOYMENT
ELIGIBILITY
INFORMATION**

Employment Eligibility Information: Final appointment is contingent upon verification of U.S. citizenship or the right to work in the United States. Immigration law provides that **all** persons hired after November 6, 1986, are required to present original documents to the County, **within three (3) business days** of hiring, which show satisfactory proof of: 1) identity and 2) U.S. employment eligibility.

**RECORD OF
CONVICTIONS**

A full disclosure of all convictions is required. Failure to disclose convictions will result in disqualification. Not all convictions constitute an automatic bar to employment. Factors such as your age at the time of the offense(s), and the recency of offense(s) will be taken into account, as well as the relationship between the offense(s) and the job(s) for which you apply. However, any applicant for County employment who has been convicted of workers' compensation fraud is automatically barred from employment with the County of Los Angeles (County Code Section 5.12.110). **ANY CONVICTIONS OR COURT RECORDS WHICH ARE EXEMPTED BY A VALID COURT ORDER DO NOT HAVE TO BE INCLUDED.**

**SOCIAL SECURITY
ACT OF 2004**

Section 419 (c) of Public Law 108-203, the Social Security Protection Act of 2004, requires State and local government employers to disclose the effect of the Windfall Elimination Provision and the Government Pension Offset Provision to employees hired on or after January 1, 2005, in jobs not covered by Social Security. The County of Los Angeles does not participate in the Social Security System. All newly hired County of Los Angeles employees must sign a statement (Form SSA-1945) prior to the start of employment indicating that they are aware of a possible reduction in their future Social Security benefit entitlement. For more information on Social Security and about each provision, you may visit the website www.socialsecurity.gov, or call toll free 1-800-772-1213. Persons who are deaf or hard of hearing may call the TTY number 1-800-325-0778 or contact a local Social Security office.